

Transaction Detail by Merchant

Office of the Chief Financial Officer

Date/Time Printed: 04/10/2012 02:33:07 PM

City, State, Zip Code	Amount	Tran Date
Merchant Name: APPLE STORE #R168		
COLUMBIA, MD, 210440000	\$499.00	3/27/2012
COLUMBIA, MD, 210440000	\$499.00	3/27/2012
COLUMBIA, MD, 210440000	\$599.00	01/27/2012
Totals For APPLE STORE #R168	\$1,597.00	

Merchant Name: C. FORBES, INC.

804-784-7300, VA, 232380000	\$25.70	03/27/2012
804-784-7300, VA, 232380000	\$42.40	03/27/2012
804-784-7300, VA, 232380000	\$25.20	03/27/2012
804-784-7300, VA, 232380000	\$784.00	03/06/2012
804-784-7300, VA, 232380000	\$617.20	03/01/2012
804-784-7300, VA, 232380000	\$735.58	02/10/2012
804-784-7300, VA, 232380000	\$431.99	02/04/2012
804-784-7300, VA, 232380000	\$104.00	01/11/2012
804-784-7300, VA, 232380000	\$455.00	12/12/2011
804-784-7300, VA, 232380000	\$2,320.00	09/30/2011
804-784-7300, VA, 232380000	\$305.00	09/29/2011
804-784-7300, VA, 232380000	\$1,141.74	09/29/2011
804-784-7300, VA, 232380000	\$551.99	09/29/2011
804-784-7300, VA, 232380000	\$2,946.99	09/22/2011
804-784-7300, VA, 232380000	\$103.50	09/03/2011
804-784-7300, VA, 232380000	\$2,205.40	04/14/2011
804-784-7300, VA, 232380000	\$21.73	01/19/2011
804-784-7300, VA, 232380000	\$2,103.89	12/08/2010

© 2012 JPMorgan Chase & Co. All rights reserved.

CONFIDENTIAL - THIS REPORT CONTAINS SENSITIVE DATA. UNAUTHORIZED USE PROHIBITED.

Transaction Detail by Merchant

804-784-7300, VA, 232380000	\$2,452.24 08/18/2010
804-784-7300, VA, 232380000	\$1,758.00 03/31/2010
804-784-7300, VA, 232380000	\$675.00 12/19/2009
804-784-7300, VA, 232380000	\$90.95 11/10/2009
804-784-7300, VA, 232380000	\$1,770.00 09/26/2009
804-784-7300, VA, 232380000	\$1,404.20 09/26/2009
804-784-7300, VA, 232380000	\$1,752.00 09/24/2009
804-784-7300, VA, 232380000	\$112.00 07/03/2009

Totals For C. FORBES, INC.	\$24,935.70
-----------------------------------	--------------------

Merchant Name: GSA/FAS

ARLINGTON, VA, 222020000	\$8.55 08/30/2010
ARLINGTON, VA, 222020000	\$8.55 08/30/2010
ARLINGTON, VA, 222020000	\$8.55 08/30/2010
ARLINGTON, VA, 222020000	\$8.55 08/30/2010
ARLINGTON, VA, 222020000	\$8.55 08/30/2010

Totals For GSA/FAS	\$42.75
---------------------------	----------------

Merchant Name: COMMERCIAL EMBLEM COMPANY

301-779-7300, MD, 207220000	\$895.00 07/26/2011
301-779-7300, MD, 207220000	\$962.93 07/14/2011
301-779-7300, MD, 207220000	\$1,450.00 08/10/2010
301-779-7300, MD, 207220000	\$774.56 05/12/2010

Totals For COMMERCIAL EMBLEM COMPANY	\$4,082.49
---	-------------------

Merchant Name: MICHAELS #4705

STAFFORD, VA, 222020000	\$73.85 4/1/2012
-------------------------	------------------

Totals For MICHAELS #4705	\$73.85
----------------------------------	----------------

Merchant Name: CAPITAL GIFTS AND AWARDS

301-9701989, MD, 214010000	\$2,025.00 08/09/2011
----------------------------	-----------------------

© 2012 JPMorgan Chase & Co. All rights reserved.

CONFIDENTIAL - THIS REPORT CONTAINS SENSITIVE DATA. UNAUTHORIZED USE PROHIBITED.

Transaction Detail by Merchant

Totals For CAPITAL GIFTS AND AWARDS	\$4,050.00
--	-------------------

Grand Totals	\$34,781.79
---------------------	--------------------

© 2012 JPMorgan Chase & Co. All rights reserved.

CONFIDENTIAL - THIS REPORT CONTAINS SENSITIVE DATA. UNAUTHORIZED USE PROHIBITED.

Transaction Detail by Merchant

(b) (6)

From: (b) (6)
Sent: Tuesday, March 20, 2012 9:19 PM
To: (b) (6)
Subject: Your Apple invoice # 9989404448

Transaction ID:

(b) (4)

INVOICE RECEIPT

Dear Apple Customer,

Thank you for shopping at the Apple Store!

If you have already paid for your purchase, please retain this invoice receipt for your records.

If you need to send payment to Apple, please reference Apple's Invoice Number on your remittance. After remitting payment, please retain this invoice receipt for your records.

Invoice Number: (b) (4)
Invoice Date: (b) (4)
Web Order Number: (b) (4)
Reference Date: 03/20/12
Amount Due: .00
Customer P.O. Number: (b) (4)
Sales Order Number: (b) (4)
Customer Number: (b) (4)
Terms: Credit Card

Sold To:

(b) (6)
AMR-US-FEDSMART
245 Murray Lane SW
WASHINGTON DC 20528-1002
USA

Ship To:

(b) (6)
245 Murray Lane
SW
Mail Stop #0025
WASHINGTON DC 20528

Item	Product Number	Product Description	Total Ordered	Total Shipped	Unit Price	Extended Price
001	MC705LL/A	IPAD WI-FI 16GB BLACK-USA SerialNo.: (b) (6)	1	1	499.00	499.00
Subtotal		499.00				
Tax		0.00				
Shipping Charges						
TOTAL USD		499.00				

Questions? Call (b) (6) Mon-Fri, 7:30 am - 6:30 pm CT

Salesperson Contact Entry Date Ship Date Routing
BD 03/19/12 03/20/12 UPS

Your Visa (b) (6) has been charged \$ 499.00
For a total of*****\$ 499.00

TERMS & CONDITIONS OF SALE

SCOPE. If Buyer has agreed, either electronically or via a signed purchase agreement with Apple (e.g. an Authorized Apple Reseller U.S. Sales Agreement, Collegiate Purchase Program Agreement, Apple Authorized Service Provider Agreement, state contract, or similar agreement) to terms and conditions applicable to this sale of product, then those terms and conditions shall apply to this sale of product. If no such current agreement with Apple exists, then the terms and conditions contained herein ("Terms & Conditions of Sale") shall apply to all quotations made and contracts of sale entered into between Apple and Buyer, irrespective of whether Buyer accepts these Terms & Conditions of Sale by a written acknowledgement, by implication, or by acceptance of goods hereunder.

Any term or condition on any order or other document submitted by Buyer shall be of no force or effect whatsoever and Apple Inc. ("Apple") specifically rejects any different or additional terms and conditions proposed by Buyer.

ELIGIBLE BUYER. By purchasing under these Terms & Conditions of Sale, Buyer represents and warrants that Buyer is aware of and meets all of the criteria established by Apple to be an Eligible Buyer. If Buyer is purchasing from Apple's Education Price List, Buyer represents and warrants that Buyer is a public or private non-profit, state accredited, degree granting institution organized specifically for educational purposes. Eligible Buyers include school districts and their school systems, Boards of Education, state universities and colleges, and community, vocational, and technical colleges. Apple reserves complete discretion in making all eligibility determinations.

NO RESALE. Product(s) purchased shall be for Buyer's own use in its facilities in the United States and shall not be purchased for the purpose of resale to another entity or individual.

NO EXPORT. Products may not be purchased for export, either directly or indirectly.

PRICE. Prices shall be as set forth on the applicable Authorized Apple Price List in effect on the date Buyer's order is accepted by Apple. Apple reserves the right to accept or decline any order, in whole or in part. Apple may cancel any accepted order prior to shipment. Unless Buyer notifies Apple otherwise, Apple may make partial shipments of Buyer's order. Apple will not be liable for any failure to ship complete orders. Buyer will be invoiced separately for each partial shipment and will pay each invoice when due, without regard to subsequent deliveries. Should orders for product exceed Apple's available inventory, Apple will allocate its available inventory and make deliveries (including partial

shipments) on a basis Apple deems equitable, in its sole discretion and without liability to Buyer. Prices include standard freight and insurance using an Apple-selected carrier. All applicable local sales or use taxes, duties, or other imposts, if any, due on account of purchases hereunder shall be paid by Buyer. Proof of tax exempt status must be on file at Apple's Support Center for any order to be treated as a tax-exempt transaction.

TITLE AND DELIVERY. Title and risk of loss to all Product will pass to Buyer upon shipment from Apple's shipping location.

PAYMENT. All orders shall be prepaid by Buyer unless credit is first extended by Apple.

(b) (6)

From: (b) (6)
Sent: Tuesday, March 20, 2012 7:02 PM
To: (b) (6)
Subject: Your Apple invoice # 9989384568

Transaction ID: (b) (4)

INVOICE RECEIPT

Dear Apple Customer,

Thank you for shopping at the Apple Store!

If you have already paid for your purchase, please retain this invoice receipt for your records.

If you need to send payment to Apple, please reference Apple's Invoice Number on your remittance. After remitting payment, please retain this invoice receipt for your records.

Invoice Number: (b) (4)
Invoice Date: (b) (4)
Web Order Number: (b) (4)
Reference Date: 03/20/12
Amount Due: .00
Customer P.O. Number: (b) (4)
Sales Order Number: (b) (4)
Customer Number: (b) (4)
Terms: Credit Card

Sold To:

(b) (6)
245 Murray Lane SW
BLDG 410
WASHINGTON DC 20528
USA

Ship To:

(b) (6)

Item	Product Number	Product Description	Total Ordered	Total Shipped	Unit Price	Extended Price
001	MC705LL/A	IPAD WI-FI 16GB BLACK-USA SerialNo.: (b) (6)	1	1	499.00	499.00
Subtotal		499.00				
Tax		0.00				
Shipping Charges						
TOTAL USD		499.00				

Questions? Call (b) (6) Mon-Fri, 7:30 am - 6:30 pm CT

Salesperson	Contact	Entry Date	Ship Date	Routing
BD		03/19/12	03/20/12	UPS

Your Visa (b) (6) has been charged \$ 499.00
For a total of*****\$ 499.00

TERMS & CONDITIONS OF SALE

SCOPE. If Buyer has agreed, either electronically or via a signed purchase agreement with Apple (e.g. an Authorized Apple Reseller U.S. Sales Agreement, Collegiate Purchase Program Agreement, Apple Authorized Service Provider Agreement, state contract, or similar agreement) to terms and conditions applicable to this sale of product, then those terms and conditions shall apply to this sale of product. If no such current agreement with Apple exists, then the terms and conditions contained herein ("Terms & Conditions of Sale") shall apply to all quotations made and contracts of sale entered into between Apple and Buyer, irrespective of whether Buyer accepts these Terms & Conditions of Sale by a written acknowledgement, by implication, or by acceptance of goods hereunder.

Any term or condition on any order or other document submitted by Buyer shall be of no force or effect whatsoever and Apple Inc. ("Apple") specifically rejects any different or additional terms and conditions proposed by Buyer.

ELIGIBLE BUYER. By purchasing under these Terms & Conditions of Sale, Buyer represents and warrants that Buyer is aware of and meets all of the criteria established by Apple to be an Eligible Buyer. If Buyer is purchasing from Apple's Education Price List, Buyer represents and warrants that Buyer is a public or private non-profit, state accredited, degree granting institution organized specifically for educational purposes. Eligible Buyers include school districts and their school systems, Boards of Education, state universities and colleges, and community, vocational, and technical colleges. Apple reserves complete discretion in making all eligibility determinations.

NO RESALE. Product(s) purchased shall be for Buyer's own use in its facilities in the United States and shall not be purchased for the purpose of resale to another entity or individual.

NO EXPORT. Products may not be purchased for export, either directly or indirectly.

PRICE. Prices shall be as set forth on the applicable Authorized Apple Price List in effect on the date Buyer's order is accepted by Apple. Apple reserves the right to accept or decline any order, in whole or in part. Apple may cancel any accepted order prior to shipment. Unless Buyer notifies Apple otherwise, Apple may make partial shipments of Buyer's order. Apple will not be liable for any failure to ship complete orders. Buyer will be invoiced separately for each partial shipment and will pay each invoice when due, without regard to subsequent deliveries. Should orders for product exceed Apple's available inventory, Apple will allocate its available inventory and make deliveries (including partial

shipments) on a basis Apple deems equitable, in its sole discretion and without liability to Buyer. Prices include standard freight and insurance using an Apple-selected carrier. All applicable local sales or use taxes, duties, or other imposts, if any, due on account of purchases hereunder shall be paid by Buyer. Proof of tax exempt status must be on file at Apple's Support Center for any order to be treated as a tax-exempt transaction.

TITLE AND DELIVERY. Title and risk of loss to all Product will pass to Buyer upon shipment from Apple's shipping location.

PAYMENT. All orders shall be prepaid by Buyer unless credit is first extended by Apple.



Apple Store, Columbia
10300 Little Patuxent Parkway, Space 2025
Columbia, MD 21044
columbia@apple.com
410-423-1801

paid 1-27-12

Transaction ID: (b) (4)

www.apple.com/retail/columbia/

January 27, 2012 10:45 AM

DEPARTMENT OF HOMELAND SECURITY

Y

(b) (6)

IPAD 2 WI-FI 32GB BLACK \$ 599.00
Part Number: MC955LL/A
Serial Number: (b) (6)
Return Date: Feb. 10, 2012
For Support, Visit: apple.com/support

Sub-Total	\$ 599.00
Total	\$ 599.00
Amount Paid Via Visa (A)	\$ 599.00
xxxxxxxxxxxx5374	
020876	



* R 1 6 8 5 6 5 8 6 8 9 *

http://www.apple.com/legal/sales_policies/retail.html
Tell us about your experience at the Apple Store.
Visit www.apple.com/feedback/retail.html

C. FORBES, INC.

12830 WEST CREEK PARKWAY
SUITE G
RICHMOND, VA 23238

Invoice

Customer ID: DHS CFO

Invoice No: 43721

Bill To: **DHS CFO**

Attn: (b) (6)

245 Murray Ln, SW, Bldg 410
Washington, DC 20528

Ship To: **DHS CFO**

Attn: (b) (6)

245 Murray Ln, SW, Bldg 410
Washington, DC 20528

Date		Ship Via		F.O.B.		Terms		
03/20/12		ground		Origin		Net 30		
Purchase Order Number			Order Date		Sales Person		Our Order Number	
			03/13/12		HOUSE		20152	
Quantity			Item Number	Description	Serial Number	Unit Price	Amount	
Req	Shipped	B.O.						
	1	1		Plate for (b) (6)		15.95	15.95	
	1	1		Shipping		9.75	9.75	
Invoice subtotal							25.70	
Invoice total							25.70	

Tele #: 804.784.7300

Thank You

Fax #: 804.784.7301

C. FORBES, INC.

12830 WEST CREEK PARKWAY
SUITE G
RICHMOND, VA 23238

Invoice

Customer ID: DHS CFO

Invoice No.: 43480

Bill To: **DHS CFO**

Attn: (b) (6)

245 Murray Ln, SW, Bldg 410
Washington, DC 20528

Ship To: **DHS CFO**

Attn: (b) (6)

245 Murray Ln, SW, Bldg 410
Washington, DC 20528

Date	Ship Via	F.O.B.	Terms				
02/02/12	ground	Origin	Net 30				
Purchase Order Number	Order Date	Sales Person	Our Order Number				
	01/27/12	HOUSE	19931				
Quantity			Item Number	Description	Serial Number	Unit Price	Amount
Req	Shipped	B.O.					
2	2			Silver plates for Certificate plaque (b) (6)		15.95	31.90
1	1			Shipping		10.50	10.50
Invoice subtotal							42.40
Invoice total							42.40

Tele #: 804.784.7300

Thank You

Fax #: 804.784.7301

C. FORBES, INC.

12830 WEST CREEK PARKWAY
SUITE G
RICHMOND, VA 23238

Invoice

Customer ID: DHS CFO

Invoice No.: 43532

Bill To: **DHS CFO**

Attn: (b) (6)
245 Murray Ln, SW, Bldg 410
Washington, DC 20528

Ship To: **DHS CFO**

Attn: (b) (6)
245 Murray Ln, SW, Bldg 410
Washington, DC 20528

Date		Ship Via		F.O.B.		Terms	
02/14/12		ground		Origin		Net 30	
Purchase Order Number		Order Date		Sales Person		Our Order Number	
		02/07/12		HOUSE		19968	
Quantity			Item Number	Description	Serial Number	Unit Price	Amount
Req	Shipped	B.O.					
1	1			Personalized plate for (b) (6)		15.95	15.95
1	1			Shipping		9.25	9.25
Invoice subtotal							25.20
Invoice total							25.20

Tele #: 804.784.7300

Thank You

Fax #: 804.784.7301

.....
C. FORBES, INC.
12830 WEST CREEK PKWY G
RICHMOND, VA, 23238
(804) 784-7300

C O P Y

03/06/2012 10:35:02

Sale:

Transaction # 84
Card Type: Visa
Acc: (b) (6)
Entry: Swiped
Total: 784.00

Reference No.:
206615320860
Auth.Code: 075996
Response: Success

CUSTOMER COPY

C. FORBES, INC.

12830 WEST CREEK PARKWAY
SUITE G
RICHMOND, VA 23238

Sales Order

Customer No.: DHS CFO

Order No.: 19989

Bill To: **DHS CFO**

Attn: (b) (6)

245 Murray Ln, SW, Bldg 410
Washington, DC 20528

Ship To: **DHS CFO**

Attn: (b) (6)

245 Murray Ln, SW, Bldg 410
Washington, DC 20528

Date		Ship Via		F.O.B.		Terms	
02/10/12		ground		Origin		Net 30	
Purchase Order Number			Required Date	Sales Person		Our Order Number	
0210121H			02/29/12	HOUSE		19989	
Quantity			Item Number	Description	Unit Price	Amount	
Required	Shipped	B.O.					
1				Roll labels - 3" diameter white high gloss w/ full color DHS seal imprint Qty 1,000 per roll	453.70	453.70	
1				Color match charge to PMS colors on seal	143.50	143.50	
1				Shipping	20.00	20.00	
Order subtotal						617.20	
Order total						617.20	

Thank You

C. FORBES, INC.

12830 WEST CREEK PARKWAY
SUITE G
RICHMOND, VA 23238

Invoice

Customer ID: DHS CFO

Invoice No.: 43498

Bill To: **DHS CFO**

Attn: (b) (6)
245 Murray Ln, SW, Bldg 410
Washington, DC 20528

Ship To: **DHS CFO**

Attn: (b) (6)
245 Murray Ln, SW, Bldg 410
Washington, DC 20528

Date	Ship Via	F.O.B.	Terms
02/07/12	ground	Origin	Net 30
Purchase Order Number	Order Date	Sales Person	Our Order Number
0118123H	01/18/12	HOUSE	19893

Quantity			Item Number	Description	Serial Number	Unit Price	Amount
Req	Shipped	B.O.					
50	50			President Monthly Calendar 2012, blue leather cover, silver imprint of DHS seal and text Homeland Security		13.65	682.50

Invoice subtotal	682.50
Freight charges	53.08
Invoice total	735.58

Tele #: 804.784.7300

Thank You

Fax #: 804.784.7301

HOMELAND SECURITY FOUNDATION *Online Gift Shop*

HOME • CHECKOUT • PRODUCT SEARCH • FEEDBACK • SPECIAL REQUESTS • MISSION STATEMENT

Invoice

Order # DHS788346

Order Date: 01/25/2012

Status: PENDING

Customer: (b) (6)

Phone: (b) (6)

E-Mail: (b) (6)

Fax:

Ship To:

(b) (6)
245 Murray Lane SW
Mail Stop: 0025 - Room (b) (6)
Washington, DC 20528

Bill To: DHS/OCFO

Front Office
Lisa Weimern
245 Murray Lane SW
Mail Stop: 0025 - Room 4923-1
Washington, DC 20528

Line Number	Item Number	Item Description	Quantity Ordered	Unit Price	Extended Price
1	478	DHS Certificate Plaque (Medallion)	5	\$86.00	\$430.00

Shipping: Shipping and Handling

Subtotal: \$430.00

Payment: Credit Card

S & H: \$1.99

VISA (b) (6)

Total: \$431.99

C. FORBES, INC.

12830 WEST CREEK PARKWAY
SUITE G
RICHMOND, VA 23238

Sales Order

Customer No.: DHS CFO

Order No.: 19840

Bill To: **DHS CFO**

Attn: (b) (6)

245 Murray Ln, SW, Bldg 410
Washington, DC 20528

Ship To: **DHS CFO**

Attn: (b) (6)

245 Murray Ln, SW, Bldg 410
Washington, DC 20528

Date	Ship Via	F.O.B.	Terms		
01/04/12	ground	Origin	Net 30		
Purchase Order Number		Required Date	Sales Person	Our Order Number	
0104123H		01/11/12	HOUSE	19840	
Quantity		Item Number	Description	Unit Price	Amount
Required	Shipped				
1.000		1265DHS	DHS Book Box w/ DHS coin and Chief Financial Officer coin w/ plate	91.0000	91.00
1			Shipping	13.00	13.00
Order subtotal					104.00
Order total					104.00

Thank You

HOMELAND SECURITY FOUNDATION Online Gift Shop

[HOME](#) • [CHECKOUT](#) • [PRODUCT SEARCH](#) • [FEEDBACK](#) • [SPECIAL REQUESTS](#) • [MISSION STATEMENT](#)

Invoice

Order # DHS782688

Order Date: 12/12/2011

Customer: (b) (6)

Phone: (b) (6)

E-Mail: (b) (6)

Fax:

Ship To:

(b) (6)
245 Murray Lane SW
(b) (6)
Washington, DC 20407

Bill To:

DHS/OCFO
Budget
(b) (6)
245 Murray Lane SW
(b) (6)
Washington, DC 20407

Line Number	Item Number	Item Description	Quantity Ordered	Unit Price	Extended Price
1	478	DHS Certificate Plaque (Medallion)	5	\$86.00	\$430.00

Shipping: Shipping and Handling

Subtotal: \$430.00

Payment: Credit Card

VISA (b) (6) (b) (6)

S & H: \$25.00

Auth: (b) (6)

Total: \$455.00

Notes: Please ship overnight.

C. FORBES, INC.
12830 WEST CREEK PARKWAY
SUITE G
RICHMOND, VA 23238

Invoice

Customer ID: DHS CFO

Invoice No.: 42648

Bill To: DHS CFO
Attn: (b) (6)
245 Murray Ln, SW, Bldg 410
Washington, DC 20528

Ship To: DHS CFO
Attn: (b) (6)
245 Murray Ln, SW, Bldg 410
Washington, DC 20528

Date		Ship Via	FOB	Terms		
09/22/11		ground	Origin	Net 30		
Purchase Order Number		Order Date	Sales Person		Our Order Number	
0922118H		09/22/11	HOUSE		19399	
Quantity		Item Number	Description	Serial Number	Unit Price	Amount
Ref	Shipped					
25.000	25.000	1265DHS	DHS Book Box w/ DHS coin & Chief Financial Officer coin w/ personalized plate		91.0000	2275.00
1	1		Shipping		45.00	45.00
Invoice subtotal						2320.00
Invoice total						2320.00

PAID

Tele #: 804.784.7300

Thank You

Fax #: 804.784.7301

C. FORBES, INC.
12830 WEST CREEK PARKWAY
SUITE G
RICHMOND, VA 23238

Invoice

Customer ID: DHS CFO
Invoice No.: 42649

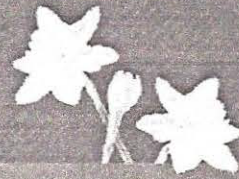
Bill To: DHS CFO
Attn: (b) (6)
245 Murray Ln, SW, Bldg 410
Washington, DC 20528

Ship To: DHS CFO
Attn: (b) (6)
245 Murray Ln, SW, Bldg 410
Washington, DC 20528

Date		Ship Via		FOB		Terms		
09/22/11		ground		Origin		Net 30		
Purchase Order Number			Order Date		Sales Person		Our Order Number	
			09/22/11		HOUSE		19400	
Quantity			Item Number	Description	Serial Number	Unit Price	Amount	
Req	Shipped	B.O.						
2	2			CFO Award for Excellence 9.5" Starfire w/ etched DHS seal & personalized		135.00	270.00	
1	1			Shipping		35.00	35.00	
Invoice subtotal							305.00	
Invoice total							305.00	

PAID

HOMELAND SECURITY FOUNDATION Online Gift Shop



HOME ■ CHECKOUT ■ PRODUCT SEARCH ■ FEEDBACK ■ SPECIAL REQUESTS ■ MISSION STATEMENT

Invoice

Order # DHS771789

Order Date: 09/29/2011

Customer: (b) (6)
E-Mail: (b) (6)

Phone: (b) (6)
Fax: (b) (6)

Ship To: (b) (6)
245 Murray Lane SW
Mail Stop 0025
Washington, DC 20528

Bill To: DHS/OCFO
(b) (6)
245 Murray Lane SW
Mail Stop 0025
Washington, DC 20528

Line Number	Item Number	Item Description	Quantity	Unit Price	Extended Price
1	DHS1640	DHS Crystal Cube	5	\$36.00	\$180.00
2	DHS1733-	DHS Rectangular Coin	10	\$6.95	\$69.50
	DHS				
3	DHS1746	DHS 8" Bowl	2	\$69.00	\$138.00
4	DHS1748	DHS Small Oval Tray	3	\$29.00	\$87.00
5	DHS1765	DHS Blue Gel Pen/Pencil Set	25	\$7.95	\$198.75
6	CF010-USA	10th Anniversary - United in Memory - Lapel Pin - USA	30	\$4.95	\$148.50
7	CF008S	10th Anniversary - United in Memory Coin - Silver-Import	40	\$7.95	\$318.00

Shipping: Shipping and Handling

Subtotal: \$1,139.75

Payment: Credit Card

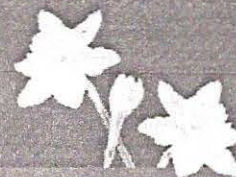
S & H: \$1.99

VISA (b) (6)

Total: \$1,141.74

Auth: (b) (6)

HOMELAND SECURITY FOUNDATION Online Gift Shop



HOME ■ CHECKOUT ■ PRODUCT SEARCH ■ FEEDBACK ■ SPECIAL REQUESTS ■ MISSION STATEMENT

Invoice

Order # DHS771797

Order Date: 09/29/2011

Status: DELIVERED

Customer:

(b) (6)

Phone:

(b) (6)

E-Mail:

(b) (6)

Fax:

Ship To:

(b) (6)

245 Murray Lane SW
Mail Stop: 0025
Washington, DC 20528

Bill To:

DHS/OCFO

(b) (6)

245 Murray Lane SW
Mail Stop: 0025
Washington, DC 20528

Line Number	Item Number	Item Description	Quantity Ordered	Unit Price	Extended Price
1	DHS1762	DHS Men's Navy Polo Shirt	15 - Small	\$22.00	\$330.00
			10 - Medium	\$22.00	\$220.00

Shipping: Shipping and Handling

Subtotal: \$550.00

Payment: Credit Card

S & H: \$1.99

VISA (b) (6)

Total: \$551.99

Auth: (b) (6)

HOMELAND SECURITY FOUNDATION Online Gift Shop

HOME • CHECKOUT • PRODUCT SEARCH • FEEDBACK • SPECIAL REQUESTS • MISSION STATEMENT

MADE TO ORDER
APPAREL PROGRAM★ AGENCY
SHADOWBOXES & GIFTS★ AGENCY
PLAQUES & AWARDS

Invoice

Order # DHS770780

Order Date: 09/22/2011

Status: PENDING

Customer: (b) (6)
E-Mail: (b) (6)Phone: (b) (6)
Fax: (b) (6)Ship To: DHS/OCFO
CFO/Budget
(b) (6)
245 Murray Lane SW
BUilding 410-Room (b) (6)
Washington, DC 20528Bill To: DHS/OCFO
CFO/Budget
(b) (6)
245 Murray Lane SW
BUilding 410-Room (b) (6)
Washington, DC 20528

Line Number	Item Number	Item Description	Quantity Ordered	Unit Price	Extended Price
1	1309	DHS Silver Plated Cuff Links	25	\$25.00	\$625.00
2	DHS1696	DHS Ladies' Relic Watch	20	\$50.00	\$1,000.00
3	DHS1762	DHS Men's Navy Polo Shirt	5 - Small	\$22.00	\$110.00
			15 - Medium	\$22.00	\$330.00
			20 - Large	\$22.00	\$440.00
			10 - X-Large	\$22.00	\$220.00
			10 - 2X-Large	\$22.00	\$220.00

Shipping: Shipping and Handling

Subtotal: \$2,945.00

Payment: Credit Card

S & H: \$1.99

VISA (b) (6)

Total: \$2,946.99

C. FORBES, INC.
12830 WEST CREEK PARKWAY
SUITE G
RICHMOND, VA 23238

Invoice

Customer ID: DHS CFO

Invoice No.: 41719

Bill To: DHS CFO
Attn: (b) (6)
245 Murray Ln, SW, Bldg 410
Washington, DC 20528

Ship To: (b) (6)

Date	Ship Via	F.O.B.	Terms
06/02/11	ground	Origin	Net 30

Purchase Order Number	Order Date	Sales Person	Our Order Number
	05/24/11	HOUSE	18542

Quantity			Item Number	Description	Serial Number	Unit Price	Amount
Reg	Shipped	B.O.					
1.000	1.000		1265DHS	DHS Book Box w/ DHS coin plate for (b) (6)		91.0000	91.00
1	1			Shipping		12.50	12.50

Invoice subtotal 103.50

Invoice total 103.50

PAID

Tele #: 804.784.7300

Thank You

Fax #: 804.784.7301

C. FORBES, INC.
12830 WEST CREEK PKWY G
RICHMOND, VA 2323800000
8047847300

Store #1001185409

04/13/11 05:49:03 AM

MO/TO Sale

Billing Address

DHS CFO
245 Murray Ln, SW, Bldg 410
Washington, DC 20528

Credit Card Information

CREDIT CARD NUMBER: Visa (b) (6)
SWIPE CARD: No
STATUS: APPROVED - 070559
ORDER NUMBER: 10.174.5.142-12F4E7A7FE4-1EEE72C8-752C002E
PO NUMBER: 40767

Qty	Unit Cost	Extended Cost
1	2,205.40	2,205.40
SUBTOTAL:		\$2,205.40
TOTAL:		\$2,205.40

I AGREE TO PAY ABOVE AMOUNT ACCORDING TO CARD ISSUER.

SIGNATURE X
DHS CFO

PAID

C. FORBES, INC.

12830 WEST CREEK PARKWAY
SUITE G
RICHMOND, VA 23238

Invoice

Customer ID: DHS CFO

Invoice No.: 40907

Bill To: **DHS CFO**

Attn: (b) (6)
245 Murray Ln, SW, Bldg 410
Washington, DC 20528

Ship To: **DHS CFO**

Attn: (b) (6)
245 Murray Ln, SW, Bldg 410
Washington, DC 20528

Date		Ship Via		F.O.B.		Terms	
01/07/11		ground		Origin		Net 30	
Purchase Order Number		Order Date		Sales Person		Our Order Number	
		12/17/10		HOUSE		17839	
Quantity			Item Number	Description	Serial Number	Unit Price	Amount
Req	Shipped	B.O.					
1	1			Replace plate in book box for (b) (6)		15.95	15.95

Invoice subtotal 15.95

Freight charges 5.78

Invoice total 21.73

Tele #: 804.784.7300

Thank You

Fax #: 804.784.7301

C. FORBES, INC.

12830 WEST CREEK PARKWAY
SUITE G
RICHMOND, VA 23238

Invoice

Customer ID: DHS CFO

Invoice No.: 40585

Bill To: **DHS CFO**

Attn: (b) (6)
245 Murray Ln, SW, Bldg 410
Washington, DC 20528

Ship To: **DHS CFO**

Attn: (b) (6)
245 Murray Ln, SW, Bldg 410
Washington, DC 20528

Date		Ship Via		F.O.B.		Terms	
11/17/10		grounhd		Origin		Net 30	
Purchase Order Number			Order Date	Sales Person		Our Order Number	
1022102H			10/22/10	HOUSE		17611	
Quantity			Item Number	Description	Serial Number	Unit Price	Amount
Req	Shipped	B.O.					
300	300			DHS / Chief Financial Officer Award for Excellence 1 3/4" coin, brass w/ color on obverse and reverse		6.88	2064.00
1	1			shipping ground service		39.89	39.89
Invoice subtotal							2103.89
Invoice total							2103.89

Tele #: 804.784.7300

Thank You

Fax #: 804.784.7301

C. FORBES, INC.
12830 WEST CREEK PARKWAY
SUITE G
RICHMOND, VA 23238

Invoice

Customer ID: DHS CFO
Invoice No.: 39920

Bill To: DHS/OCFO
Attn: (b) (6)
245 Murray Ln, SW, Bldg 410
Washington, DC 20528

Ship To: DHS/OCFO
Attn: (b) (6)
245 Murray Ln, SW, Bldg 410
Washington, DC 20528

Date		Ship Via		F.O.B.		Terms	
08/17/10		ground		Origin		Net 30	
Purchase Order Number		Order Date		Sales Person		Our Order Number	
0623104H		06/23/10		HOUSE		16904	
Quantity			Item Number	Description	Serial Number	Unit Price	Amount
Req	Shipped	B.O.					
200	200			President Monthly Calendar 2011, blue leather cover, silver imprint of DHS seal and text Homeland Security		11.62	2324.00
1	1			Set up charge		40.00	40.00
1	1			shipping		88.24	88.24
Invoice subtotal							2452.24
Invoice total							2452.24

Tele #: 804.784.7300

Thank You

Fax #: 804.784.7301

C. FORBES, INC.

12830 WEST CREEK PARKWAY
SUITE G
RICHMOND, VA 23238

Quote

Customer No.: DHS CFO

Quote No.: 328

Quote To: **DHS CFO**

Attn: (b) (6)

245 Murray Ln, SW, Bldg 410
Washington, DC 20528

Ship To: **DHS CFO**

Attn: (b) (6)

245 Murray Ln, SW, Bldg 410
Washington, DC 20528

Date		Ship Via		F.O.B.		Terms	
03/05/10		ground		Origin		Net 30	
Purchase Order Number			Sales Person			Required	
			HOUSE			03/05/10	
Quantity			Item Number	Description	Unit Price	Amount	
Required	Shipped	B.O.					
250				DHS / Chief Financial Officer Award for Excellence 1 3/4" coin, brass w/ color on obverse and reverse	6.88	1720.00	
1				Shipping ground service	38.00	38.00	
						Quote subtotal	
						1758.00	
						Quote total	
						1758.00	

Thank You



Shopping Cart

☐ ☐ ☐
cart contact shipping billing review

Below is a summary of your order. To add to your order, click "shop more." Or, to purchase the items in your shopping cart, click "continue."

	Item	Description	Unit Price	Quantity	Price
<input type="checkbox"/> change qty <input checked="" type="checkbox"/> remove	DHS480	DHS Crossed Flag Lapel Pin	\$3.00	100	\$300.00
<input type="checkbox"/> change qty <input checked="" type="checkbox"/> remove	1249SILV	DHS Seal Silver Lapel Pin - 3/4" diameter	\$1.75	100	\$175.00
<input type="checkbox"/> change qty <input checked="" type="checkbox"/> remove	1249GOLD	DHS Seal Goldplated Lapel Pin - 3/4" diameter	\$1.75	100	\$175.00

Subtotal \$650.00

S & H \$25.00

* Applicable sales tax will be calculated during the checkout process.

[shop more](#)

[continue](#)

[contact us](#) | [MTO Info Page](#) | [Feedback](#) | [delivery/shipping](#) | [Holiday Shipping](#) | [terms of use](#) | [security and privacy](#)

v1.9.153 B4106

\$675.00

(b) (6)

(b) (6)

804



Invoice

Order # DHS653387

Order Date: 11/09/2009

Status: PENDING

Customer: (b) (6)

Phone: (b) (6)

E-Mail: (b) (6)

Fax:

Ship To: dhs

Bill To: dhs

(b) (6)

(b) (6)

245 murray lane sw
bldg 410 room 4905
washington, DC 20528

245 murray lane sw
bldg 410 room 4905
washington, DC 20528

Line Number	Item Number	Item Description	Quantity Ordered	Unit Price	Extended Price
1	477	DHS Walnut Medallion Plaque	1 - Plaque-DHS Seal Medallion	\$79.95	\$79.95
Shipping: Shipping and Handling				Subtotal:	\$79.95
Payment: Credit Card				S & H:	\$11.00
VISA (b) (6)				Total:	\$90.95



About GSA Global Supply™
Request A Catalog
Feedback
Help



Home

Your cart contains: 5 item(s): \$42.75



SEARCH/BROWSE
Advanced Search

In All Categories



My Cart

[Continue Shopping](#)

☐ American Recovery and Reinvestment Act purchase
Recovery Act funds will be used to fulfill my purchases.

WARNING: IF YOU HAVE TO LEAVE THIS CART FOR 60 MINUTES OR LONGER, BE SURE TO PARK THE CART TO AVOID LOSING YOUR DATA.

Notes	NSN/Mfr. Part No.	Unit Price	Qty	Total Price	Item Details	Remove
	8455-01-170-0918 SERVICE PIN	\$1.71EA	5	\$8.55	In Stock Change Address	<input type="checkbox"/>
	8455-01-169-8225 SERVICE PIN	\$1.71EA	5	\$8.55	In Stock Change Address	<input type="checkbox"/>
	8455-01-254-7986 SERVICE PIN	\$1.71EA	5	\$8.55	In Stock Change Address	<input type="checkbox"/>
	8455-01-169-8226 SERVICE PIN	\$1.71EA	5	\$8.55	In Stock Change Address	<input type="checkbox"/>
	8455-01-254-7987 SERVICE PIN	\$1.71EA	5	\$8.55	In Stock Change Address	<input type="checkbox"/>

Cart Total: \$42.75

[Park Cart](#)[Update Cart](#)[Checkout](#)

Commercial EMBLEM COMPANY

4010 Volta Avenue/P.O. Box 258 • Brentwood, MD 20722
301-779-7300 • FAX 301-779-7123

www.commercialemblem.com

INVOICE

DATE	INVOICE NUMBER	PAGE
07/26/11	144990	1

Due date: 08/25/11

SOLD TO
DHS - (b) (6)
245 MURRAY LA SW BLDG 410
ROOM 4682-11, DHS/OCFO
WASHINGTON, DC 20528

SHIP TO
DHS - (b) (6)
[Redacted Address]

ORDER NO.	ORDER DATE	ACCOUNT NO.	SALES PERSON	PURCHASE ORDER NUMBER	SHIP VIA	SHIP DATE	TERMS
144990	06/16/11	F004-015	PF	VISA	UPS GROUND	07/06/11	net 30

QUANTITY		ITEM NUMBER	ITEM DESCRIPTION	UNIT PRICE	UNIT	AMOUNT
ORDERED	SHIPPED					
250	250	*ASI	LANYARD DS3 ROYAL W/WHT	3.40	EACH	850.00
<p>Merchandise will not be accepted for return without prior authorization - No returns accepted after 30 days from date of shipment. Restocking fee of 20% will be charged on all non-defective stock merchandise. Special order merchandise is not returnable.</p>						

FEDERAL ID #
52-0906027

PLEASE REMIT TO:
COMMERCIAL EMBLEM
P.O. BOX 258
BRENTWOOD, MD 20722-0258

*****0263
Auth:037922

ORIGINAL INVOICE

SALE AMOUNT	850.00
MISC. CHARGES	.00
SHIPPING & HANDLING	45.00
SALES TAX	.00
TOTAL	895.00
PAYMENT REC'D.	
BALANCE DUE	.00

Commercial EMBLEM COMPANY

4010 Volta Avenue/P.O. Box 258 • Brentwood, MD 20722
301-779-7300 • FAX 301-779-7123

www.commercialemblem.com

INVOICE

DATE	INVOICE NUMBER	PAGE
07/14/11	144989	1

Due date: 08/13/11

SOLD TO
DHS - (b) (6)
245 MURRAY LA SW BLDG 410
(b) (6) DHS/OCFO
WASHINGTON, DC 20528

SHIP TO
DHS - (b) (6)
(b) (6)
(b) (6)

ORDER NO.	ORDER DATE	ACCOUNT NO.	SALES PERSON	PURCHASE ORDER NUMBER	SHIP VIA	SHIP DATE	TERMS
144989	06/16/11	F004-015	PF	VISA	UPS GROUND	06/30/11	net 30

QUANTITY		ITEM NUMBER	ITEM DESCRIPTION	UNIT PRICE	UNIT	AMOUNT
ORDERED	SHIPPED					
144	144	*ASI	MUG GA830 WHT FULL COLOR	5.19	EACH	747.36
3	3	*ASI	MUG OVERRUN ALLOWANCE	5.19	EACH	15.57
1	1	*ASI	SET UP CHARGE	75.00	EACH	75.00

Merchandise will not be accepted for return without prior authorization - No returns accepted after 30 days from date of shipment. Restocking fee of 20% will be charged on all non-defective stock merchandise. Special order merchandise is not returnable.

FEDERAL ID #
52-0906027

PLEASE REMIT TO:
COMMERCIAL EMBLEM
P.O. BOX 258
BRENTWOOD, MD 20722-0258

*****0263
**** Auth:099638

ORIGINAL INVOICE

SALE AMOUNT	837.93
MISC. CHARGES	.00
SHIPPING & HANDLING	125.00
SALES TAX	.00
TOTAL	962.93
PAYMENT REC'D.	
BALANCE DUE	.00

Commercial Emblem Company

4010 Volta Ave, PO Box 258,
Brentwood, MD 20722

Phone: 301-779-7300 Fax: 301-779-7123

(b) (6)

QUOTE IS GOOD FOR 30 DAYS

Quote: 0716c

Attn: DHS -(b) (6)

Date: 7/16/2010

Email: (b) (6)

Description: 222 Round Key Chain. (SILVER

Price Includes: DHS seal 1" metal disc attached

Quantity: 300

Unit Price: 4.75

UPS Ground Shipping Charges: 25.00 per 300 one location

(This item does not come in a poly bag)

Production Time: 10-14 business days

Total: 1,450.00

Commercial EMBLEM COMPANY

4010 Volta Avenue P.O. Box 258 • Brentwood MD 20722
301-779-7300 • FAX 301-779-7123

www.commercialemblem.com

INVOICE

DATE	INVOICE NUMBER	PAGE
05-12-10	4124	1

(b) (6)

(b) (6)

ORDER NO.	ORDER DATE	ACCOUNT NO.	SALES PERSON	PURCHASE ORDER NUMBER	SHIP VIA	SHIP DATE	TERMS
4124	05-12-10	7799-013			UPS GROUND	05-18-10	Net 30

QUANTITY		ITEM NUMBER	ITEM DESCRIPTION	UNIT PRICE	UNIT	AMOUNT
ORDERED	SHIPPED					
144			BASED WHITE MUG W/DHS	\$5.17 EACH		574.56
1			SET UP CHARGE	75.00 EACH		75.00
3			TEXT CHANGE CHARGE	25.00 EACH		75.00

COMMERCIAL EMBLEM CO.
4010 VOLTA AVE.
P.O. BOX 258
BRENTWOOD, MD 20722-0258

(b) (6)

Ticket# 4124 Cus#F00J-015 May 12 10
Usr CF Stp BE Rg# 3 Dr# 3 Time 10:21
Customer _____ Amount _____

DHS - WASHINGTON DC
245 MURRAY LA SW BLDG 410
BLDG 410
WASHINGTON, DC 20528

Payment on account

Reference #: 4124

Apply to: 999-136849

VISA/MC
Card-#
Exp-date

(b) (6)

774.56

id for return without
cepted after 30 days
ing fee of 20% will
stock merchandise.
ot returnable.

SALE AMOUNT	624.56
MISC. CHARGES	0.00
SHIPPING & HANDLING	75.00
SALES TAX	0.00
TOTAL	774.56
PAYMENT REC'D	0.00
BALANCE DUE	774.56



MICHAEL'S STORE #14705 (540)720-8236

1110 STAFFORD MARKET PL.
STAFFORD, VA 22556

*** Return Barcode ***

(b) (6)



8675 SALE

(b) (6)

SHELLS SUGAR	95084671062	4.99	1 @	4.99	N
SHELLS SUGAR	95084671062	4.99	1 @	4.99	N
SHELLS SUGAR	95084671062	4.99	1 @	4.99	N
SHELLS SUGAR	95084671062	4.99	1 @	4.99	N
FRM SX7 HONEY SHH	15734060091	5.99	1 @	5.99	N
FRM SX7 HONEY SHH	15734060091	5.99	1 @	5.99	N
FRM SX7 HONEY SHH	15734060091	5.99	1 @	5.99	N
FRM SX7 HONEY SHH	15734060091	5.99	1 @	5.99	N
FRM SX7 HONEY SHH	15734060091	5.99	1 @	5.99	N
FRM SX7 HONEY SHH	15734060091	5.99	1 @	5.99	N
FRM SX7 HONEY SHH	15734060091	5.99	1 @	5.99	N
WD STAR 3/4/3/16	754216 04878	2.99	1 @	2.99	N
WD STAR 3/4/3/16	754216 04878	2.99	1 @	2.99	N
WD STAR 3/4/3/16	754216 04878	2.99	1 @	2.99	N
WD STAR 3/4/3/16	754216 04878	2.99	1 @	2.99	N

99 NONTAXABLE TOTAL

TOTAL 73.85

ACCOUNT NUMBER

(b) (6)

VISA/MASTERCARD

73.85

APPROVAL 059466 SWIPE ONLINE

(b) (6)

(b) (6)



Capital Gifts and Awards Inc.

2012 Renard Court Unit K

Annapolis, MD 21401

Phone: (410) 266-2551

Fax: (410) 266-9250

Date	Invoice #
6/20/2011	11421

Bill To
Dept of Homeland Security 245 Murray Lane SW Office of the Chief Financial Officer Washington, DC 20528 Att: (b) (6)

Ship To
Dept of Homeland Security Mail Stop 0025 245 Murray Lane SW Washington, DC 20528 Att: (b) (6)

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
	Credit Card	GVH	7/8/2011			
Quantity	Item Code	Description			Price Each	Amount
100	DHS Coasters	3" Round Brass Coaster with Poly Rubber with DHS Crest logo in Center....Individual Black Gift Box provided....Copyrighted Design			19.50	1,950.00T
1	Shipping/Hand	Shipping/Handling.....UPS Ground Estimate Manufacturing Lead time approximately 3 weeks Out-of-state sale, exempt from sales tax			75.00 0.00%	75.00 0.00
					Total	\$2,025.00

Capital Gifts and Awards Inc.

2012 Renard Court Unit K
Annapolis, MD 21401
Phone: (410) 266-2551
Fax: (410) 266-9250

Date	Invoice #
6/29/2011	11470

Bill To
Dept of Homeland Security 245 Murray Lane SW Office of the Chief Financial Officer Washington DC 20528 Att: (b) (6)

Ship To
Dept of Homeland Security Mail stop 0025 245 Murray Lane SW Washington DC 20528 Att: (b) (6)

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
	Due on receipt	GVH	7/15/2011	UPS		
Quantity	Item Code	Description			Price Each	Amount
100	DHS Coasters	3" Round Brass Coaster with Poly Rubber with DHS Crest logo in Center....Individual Black Gift Box provided....Copyrighted Design			19.50	1,950.00T
1	Shipping/Hand	Shipping/Handling....UPS Ground Estimate			75.00	75.00
		Out-of-state sale, exempt from sales tax			0.00%	0.00
					Total	\$2,025.00

C. FORBES, INC.

12830 WEST CREEK PARKWAY
SUITE G
RICHMOND, VA 23238

Invoice

Customer ID: DHS CFO

Invoice No.: 38027

Bill To: **DHS CFO**

Attn: (b) (6)

245 Murray Ln, SW, Bldg 410
Washington, DC 20528

Ship To: **DHS CFO**

Attn: (b) (6)

245 Murray Ln, SW, Bldg 410
Washington, DC 20528

Date			Ship Via		F.O.B.		Terms		
09/25/09			ground		Origin		Net 30		
Purchase Order Number			Order Date		Sales Person			Our Order Number	
			09/25/09		HOUSE			15681	
Quantity			Item Number	Description	Serial Number	Unit Price	Amount		
Req	Shipped	B.O.							
20.000	20.000		1265DHS	DHS Book Box w/ DHS coin & Chief Financial Officer coin w/ personalized plate		86.0000	1720.00		
1	1			shipping		50.00	50.00		
Invoice subtotal							1770.00		
Invoice total							1770.00		

PAID

Tele #: 804.784.7300

Thank You

Fax #: 804.784.7301

HOMELAND SECURITY FOUNDATION Online Gift Shop



HOME • CHECKOUT • PRODUCT SEARCH • FEEDBACK • SPECIAL REQUESTS • MISSION STATEMENT

Invoice

Order # DHS644470

Order Date: 09/25/2009

Status: DELIVERED

Customer: (b) (6)
E-Mail: (b) (6)

Phone: (b) (6)
Fax:

Ship To: DHS
(b) (6)
245 Murray lane SW
Bldg 410 Room 4905
Washington, DC 20528

Bill To: DHS
(b) (6)
245 Murray lane SW
Bldg 410 Room 4905
Washington, DC 20528

Line Number	Item Number	Item Description	Quantity Ordered	Unit Price	Extended Price
1	478	DHS Certificate Plaque (Medallion)	5	\$84.95	\$424.75
2	1265DHS	DHS Book Box w/ 1 3/4" coins	6	\$89.95	\$539.70
3	477	DHS Walnut Medallion Plaque	5 - Plaque-DHS Seal Medallion	\$79.95	\$399.75

Shipping: Shipping and Handling

Subtotal: \$1,364.20

Payment: Credit Card

S & H: \$40.00

VISA (b) (6)

Total: \$1,404.20

Auth: (b) (6)

HOMELAND SECURITY FOUNDATION Online Gift Shop

[HOME](#) • [CHECKOUT](#) • [PRODUCT SEARCH](#) • [FEEDBACK](#) • [SPECIAL REQUESTS](#) • [MISSION STATEMENT](#)

Invoice

Order # DHS643811

Order Date: 09/23/2009

Status: DELIVERED

Customer: (b) (6)

Phone: (b) (6)

E-Mail: (b) (6)

Fax: (b) (6)

Ship To: DHS

Bill To: DHS

(b) (6)

(b) (6)

245 Murray lane SW

245 Murray lane SW

Bldg 410 Room 4905

Bldg 410 Room 4905

Washington, DC 20528

Washington, DC 20528

Line Number	Item Number	Item Description	Quantity Ordered	Unit Price	Extended Price
1	089	Presentation/Display Coin Box	40	\$15.85	\$634.00
2	420	DHS Coin - Preserve, Protect & Secure	40	\$11.95	\$478.00
3	089	DHS Presentation/Display Box - Coin	40	\$15.00	\$600.00

Shipping: Shipping and Handling

Subtotal: \$1,712.00

Payment: Credit Card

VISA (b) (6)

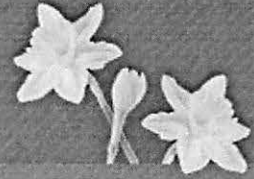
S & H: \$40.00

Auth: (b) (6)

Total: \$1,752.00

Notes: 15.85 for blank plates for top of coin boxes

HOMELAND SECURITY FOUNDATION Online Gift Shop

[HOME](#) • [CHECKOUT](#) • [PRODUCT SEARCH](#) • [FEEDBACK](#) • [SPECIAL REQUESTS](#) • [MISSION STATEMENT](#)

Invoice

Order # DHS630845

Order Date: 07/02/2009

Status: DELIVERED

Customer: (b) (6)

Phone: (b) (6)

E-Mail: (b) (6)

Fax:

Ship To: DHS
(b) (6)
245 Murray Lane SW
Bldg 410 room 4905
Washington, DC 20528

Bill To: DHS
(b) (6)
245 Murray Lane SW
Bldg 410 room 4905
Washington, DC 20528

Line Number	Item Number	Item Description	Quantity Ordered	Unit Price	Extended Price
1	478	DHS Certificate Plaque (Medallion)	5	\$20.00	\$100.00

Shipping: Shipping and Handling

Subtotal: \$100.00

Payment: Credit Card

VISA (b) (6)

S & H: \$12.00

Auth: (b) (6)

Total: \$112.00

Notes: PAID IN FULL JULY 2, 2009

EMPLOYEE RECOGNITION

I. Purpose

A. This Directive implements Title 5, Code of Federal Regulations (CFR), Part 451, "Awards," by assigning responsibilities and establishing policies for the Department of Homeland Security (DHS) Employee Recognition Program (the Program). It does not cover honorary awards, which are more specifically covered in [DHS Directive 255-01](#).

B. Recognition for employee achievement has a positive impact on employee morale and retention. Supervisors and managers are encouraged to make full use of the Employee Recognition Program to reward exemplary performance, outstanding achievement or suggestions and inventions that make the Department more efficient and effective.

II. Scope

A. The Program applies to all DHS employees who meet the definition of "employee" under 5 U.S.C. § 2105, except as excluded in paragraph B.

B. In addition to the specific exclusions set forth in 5 CFR § 451.105, the Program does not apply to:

1. Individuals in the Senior Executive Service (SES), except with respect to honorary awards. Performance awards may be paid to SES employees only under 5 CFR § 534.403.
2. Members of the uniformed military services except for monetary awards for suggestions, inventions and scientific achievements as provided for under 10 U.S.C. § 1124.
3. Employees paid from non-appropriated funds.
4. Private citizens and organizations (including DHS contractors), except for honorary awards.

C. Pursuant to 5 CFR § 451.104, awards for contributions made by an individual when employed by DHS may be paid to a former employee or the estate or legal heirs of a deceased employee. Awards to separated or deceased military members for contributions made while the member was on active duty may be paid to the former member or to the member's estate or legal heirs.

III. Authorities

A. Core authorities for this Program are specified at 5 U.S.C. Chapter 45 (Incentive Awards), at 5 CFR Part 451 (Awards)

B. DHS Directive 255-01, "Honorary Awards"

IV. Responsibilities

A. The **Secretary of Homeland Security** has overall responsibility for the Program.

B. The **Deputy Secretary of Homeland Security**:

1. Designs, implements, supervises and evaluates the overall Program.
2. Reviews and, if approved, forwards to the Director of the Office of Personnel Management (OPM) recommendations for awards of more than \$10,000 to an individual for a suggestion, invention or scientific achievement that would grant more than \$10,000 to an employee.

C. The **Under Secretary for Management**, acting through the **Chief Human Capital Officer**:

Provides administrative support for the Department's Employee Recognition Program.

D. **Heads of the Seven DHS Operating Components**:

1. Provide leadership, direction and supervision over the Program within their Component, including program planning, budgeting and evaluation.
2. Link performance recognition to strategic plans and results.

3. Approve individual monetary awards up to \$6,000, which authority may be delegated. Monetary awards greater than this amount must be approved by the Deputy Secretary.
4. Establish supplemental recognition devices adapted to their mission and organization.

E. **Heads of Other DHS Components:**

1. Provide leadership, direction and supervision over the Program within their Component, including program planning, budgeting and evaluation.
2. Link performance recognition to strategic plans and results.
3. Approve individual monetary awards up to \$6,000, which authority may be delegated. Monetary awards greater than this amount must be approved by the Deputy Secretary.
4. Establish supplemental recognition devices adapted to their mission and organization.

V. Policy and Requirements

- A. By recognizing employee achievements, this Program is an important tool for sustaining and improving performance, increasing morale and supporting retention of a high quality workforce.
- B. The Program provides a means for encouraging the values of the Department.
1. Components may create awards that recognize the benefits of cross Component cooperation and teamwork in meeting individual Component goals, and by extension, the overall goals and objectives of the Department.
 2. Components will encourage and reward employee inventions and/or suggestions for how to perform Component missions more efficiently and effectively.
- C. The criteria for employee recognition awards and the granting of such awards shall be free from discrimination regardless of race, color, religion, age, sex, national origin, marital status or disability.

D. Generally, awards are recognition of employee contributions that are both significant and beyond the scope of achievement normally expected as part of the employee's job.

E. Only one monetary award may be granted for each achievement or contribution. However, employees may receive both a monetary and non-monetary award for the same contribution. Receipt of a Component-level honorary award does not preclude award of a DHS honorary award recognizing the same act or contribution.

F. Employees may not grieve or appeal a decision not to grant an award or the amount of the award. This does not extinguish or lessen any right or remedy under 5 U.S.C. Chapter 12, subchapter II, 5 U.S.C. Chapter 71, or any of the laws referred to in 5 U.S.C. § 2302.

G. A monetary award is subject to applicable tax rules, such as withholding tax. It must be paid as a lump sum and may not be considered to be part of the basic pay of an employee.

H. Awards shall be given due weight in qualifying and selecting employees for promotion as required by 5 U.S.C. § 3362.

I. Requirements and procedures for the granting of employee recognition shall be governed by [DHS Instruction Guide 255-02-001](#).

VI. Questions

Address any questions or concerns regarding this Directive to the Office of the Chief Human Capital Officer.



Michael Chertoff
Secretary of Homeland Security



Date

**OFFICE OF THE
CHIEF INFORMATION OFFICER
AWARD**

PRESENTED TO

**MARIA ROAT
CHIEF OF STAFF**

**WITH GRATITUDE AND IN SPECIAL RECOGNITION
OF YOUR LEADERSHIP, EXEMPLARY VISION,
AND HIGH LEVEL OF COMMITMENT TO
OVERALL OPERATIONAL EXCELLENCE IN
SUPPORT OF THE DHS MISSION.**

**RICHARD A. SPIRES
CIO**

DECEMBER 2011

**OFFICE OF THE
CHIEF INFORMATION OFFICER
AWARD**

PRESENTED TO

**ROBERT C. WEST
CHIEF INFORMATION
SECURITY OFFICER**

**WITH GRATITUDE AND IN SPECIAL RECOGNITION
OF YOUR LEADERSHIP, EXEMPLARY VISION,
HIGH LEVEL OF COMMITMENT,
AND DEDICATION TO THE DHS MISSION.**

**RICHARD A. SPIRES
CIO
DECEMBER 2011**

AWARD	ORDERNUM	AMOUNT	VENDOR	DESCR
HSSCCG-06-P-00294		\$ -	ANN HAND, LLC	Great Seal Lapel Pins
HSSCCG-09-P-00327		\$ 5,140.00	COMMERCIAL EMBLEM COMPANY	DHS SEAL
HSHQDC-06-P-00248		\$ 7,392.27	FORBES, INC., C.	EAGLE and FirstSource Acquisition Memorabilia and Tokens
HSSCCG-07-P-00208		\$ 13,500.00	FORBES, INC., C.	Logo Pins
HSHQDC-11-P-00055		\$ 5,940.00	FORBES, INC., C.	Padded Certificates/Diploma Holders
HSSCCG-12-P-00079		\$ 7,511.16	INTERNATIONAL PROMOTIONAL IDEAS INC	Glass Awards
HSSCCG-10-P-00314		\$ 3,816.53	ON TIME MARKETING CORPORATION	Glass Award's for the Director's Award Ceremony
GS-03F-0066T	HSSCCG-09-F-00091	\$ 17,455.75	RANDALL-REILLY HOLDING COMPANY, LLC	Award Plaques and certificate holders
HSHQDC-07-P-00250		\$ 12,646.00	RESTON SHIRT & GRAPHIC CO INC	NCS Logos Shirts
HSCEEH-09-P-00015		\$ 8,280.00	V.H. BLACKINTON & CO., INC.	Commemorative FPS Coins for Republican and Democratic Conventions